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5 June 1986

MEMORANDUM FOR: Deputy Director for Administration

FROM:

Director of Logistics

SUBJECT: Report of Significant Logistics Activities for
the Period Ending 4 June 1986

*Henry: several
things -- all
must watch
closely.*
John

1. Events of Major Interest That Have Occurred During the
Preceding Week:

* b. An amendment has been issued by OL increasing the new building architect/engineer services contract with Smith, Hinchman & Grylls Associates by \$784,294. The contract has evolved since its inception in 1983 to cover not only the actual design of the Headquarters addition, but other diverse services associated with the new building including:

- (1) Arrangement and rearrangement of interior spaces;
- (2) Cafeteria renovation;
- (3) Preparation of carpet bid packages;
- (4) Scale model construction;
- (5) Power station guardhouse configuration;
- (6) Roadway and parking lot design;

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(7) Master planning for Printing and Photography Division expansion;

(8) Feasibility plan for a Child Day Care Center.

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As amended, the contract has a total value of \$11,785,315.

c. For several years the Agency has been recycling and recovering aluminum from lithographic plates used by Printing and Photography Division. Reynolds Aluminum receives the plates at the Bellwood Reclamation Plant near Richmond, and reimburses the Agency for the metal recovered, based on current prices in the commodity markets. Since the beginning of this fiscal year, payments totaling \$20,847 have been generated.

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* e. An OL representative is at the Exide Company plant in Raleigh, North Carolina, this week. Along with a GSA representative, he is witnessing the factory acceptance test for the first of eight uninterruptible power systems (UPS) to be installed in the new Headquarters Building. Two systems are scheduled for delivery in June, with follow-on systems to be delivered at the rate of one per month thereafter.

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f. Work through the weekend on Saturday and Sunday by contractor and OL personnel enabled the first third of the newly paved South Parking Lot to be ready in time for employee use on Monday morning, 2 June. The contractor immediately started work on the second third of South Lot. Old pavement, curbs, and light poles are in the process of being removed and replaced.

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g. On 2 June, all persons displaced during the construction of the first phase of the South Parking Lot, with the exception of two- and three-person carpools, were able to park in their new spaces. Carpools will be reassigned upon completion of the second phase, which is scheduled for 7 July.

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* h. On 5 June, an OL representative will attend the field inspection (60% design review) meeting for the Route 123 roadway project at the offices of the Virginia Department of Highways and Transportation. After this meeting, OL will

25X1 schedule a review to be conducted by the Agency's Traffic
25X1 Advisory Committee, made up of local community and
governmental organizations.

25X1 * 1. The Printing and Photography Division (P&PD)
completed the Factbook on Intelligence publication. The
unclassified factbook consisted of an 8 1/2 by 11, 35-page,
four-color process publication and cover. Fifty thousand
books were printed, 10,000 of which were delivered to the
Public Affairs Office. The remaining 40,000 books are being
considered for completion by a commercial bindery firm, due to
the heavy workload currently being processed by P&PD.

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n. On 28 May, the Motor Pool shuttle service added the East Building stop on the existing 0730 run from Headquarters to [REDACTED]. This service was requested by the Office of Technical Service to help alleviate overcrowded parking at the South Building and was implemented with minimum disruption. [REDACTED]

o. OL reports that the reroofing of a section of the second floor around the courtyard of the Headquarters Building, which began on 17 February, is 75 percent complete. The contractor was unable to finish on schedule due to the weather; therefore, GSA allowed a 30-day extension to complete the contract. The new completion date is 30 June. [REDACTED]

p. OL is renovating Room 3E41, Headquarters Building, for a new parking coordination office. The target date for completion is 30 June. [REDACTED]

q. The June exhibit, "With the Fighting Sixty-Ninth: Donovan in World War I," is located in the Exhibit Hall at the Headquarters Building. OL assisted the Historical Intelligence Collection Staff with the exhibit by preparing the hall, organizing and displaying the items, and restoring some artifacts. Special transportation support was provided to pick up exhibit items from multiple locations within the Washington metropolitan area. An opening ceremony and reception, hosted by the DCI, was held in the EDR. [REDACTED]

2. Significant Events Anticipated During the Coming Week:

None.

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WEEKLY REPORT FOR PROCUREMENT DIVISION

FOR PERIOD ENDING 04 JUNE 1986

1. Progress Report of Tasks Assigned by the DCI/DDCI:

No tasks assigned during this reporting period.

2. Items or Events of Major Interest that have Occurred During the Preceding Week:

No
a. Based upon information received from the Office of Information Technology, General Operations Group (OIT/GOG) on 02 June 1986, the Production and Services Contracts Branch, Procurement Division, does not anticipate any significant problems with continuing the maintenance activities for the non-secure telephone network in Agency outbuildings currently being performed under an existing service agreement by AT&T despite the recent strike by members of the Communications Workers of America union. Although not fully staffed as the result of the strike, the AT&T supervisor on duty does not foresee any impact upon the network's operational capabilities. RFP [redacted] to acquire the dedicated service of such cleared AT&T technicians on a formal contractual basis is currently being reviewed by OIT/GOG and should be issued by 13 June 1986. [redacted]

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c. An amendment has been issued by Production and Services Contracts Branch, Procurement Division, increasing the new building architect/engineer services contract with Smith, Hinchman & Grylls Associates by \$784,294. The contract has evolved since its inception in 1983 to cover not only the actual design of the Headquarters addition, but other diverse services associated with the new building including:

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Cafeteria renovation;
Preparation of carpet bid packages;
Scale model construction;
Power station guardhouse configuration;
Roadway and parking lot design;
Master planning for Printing and Photography Division expansion;
Feasibility plan for a Child Day Care Center.

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yes*
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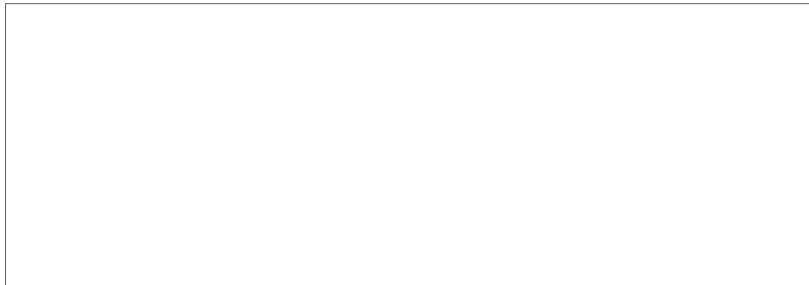
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3. Significant Events Anticipated During the Coming Week

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None.

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